

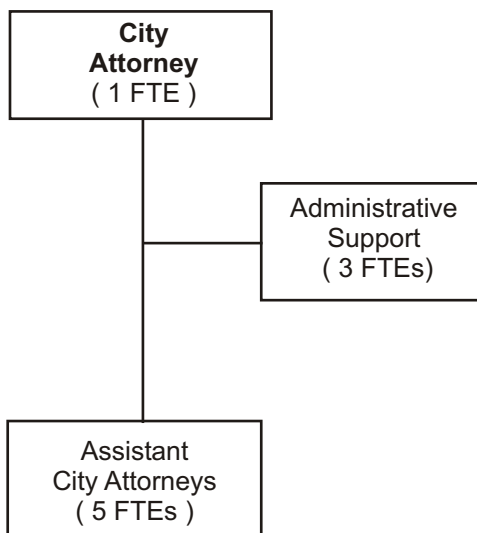
DURHAM



1869  
CITY OF MEDICINE

# City Attorney

(9 FTEs)



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## CITY ATTORNEY

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**Mission:**

The mission of the City Attorney's Office is to deliver high quality legal services to the City in a timely and efficient manner, and with good cheer.

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### PROGRAM DESCRIPTION

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**City Attorney Office****\$956,200****9 FTEs**

The City Attorney's Office provides legal counsel and representation to the City Council, City Manager's Office, departments of City government and the various boards and commissions of the City, for the wide variety and considerable volume of projects and activities undertaken by the City. The office provides legal advice at Council meetings, performs legal research and offers advisory opinions to the City, and responds to requests from Council and City staff to draft or review contracts, ordinances and other legal documents. On request, the office provides legal analysis of proposed new or revised City programs and policies. The office represents the City in litigation and coordinates the retention of outside counsel in such areas as bond financings, the City's affordable housing programs, and certain real estate matters. The office provides assistance to the Risk Manager in the retention of outside counsel for the Risk Management program.

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### RESOURCE ALLOCATION

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	Actual FY 2002-03	Adopted FY 2003-04	Estimated FY 2003-04	Adopted FY 2004-05	Change
Appropriations					
Personal Services	\$ 795,264	\$ 840,170	\$ 848,549	\$ 888,698	5.8%
Operating	59,978	67,935	67,935	67,502	-0.6%
Total Appropriations	\$ 855,242	\$ 908,105	\$ 916,484	\$ 956,200	5.3%
Full Time Equivalents	9	9	9	9	0
Revenues					
Discretionary	\$ 855,242	\$ 908,105	\$ 916,484	\$ 956,200	5.3%
Program	-	-	-	-	-
Total Revenues	\$ 855,242	\$ 908,105	\$ 916,484	\$ 956,200	5.3%

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### UNFUNDED OR UNDERFUNDED ITEMS

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- There are no unfunded items within this department's budget.

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### COMPLETED INITIATIVES FOR FY 2003-04

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- Legal work on a variety of significant initiatives and projects, including the 2003 Legislative program, American Tobacco project, additional FEMA payment of \$1,600,000 for ice storm debris removal, proposed downtown Events Theatre, four separate City bond or certificate of participation financings totaling more than \$95,000,000, Barnes Avenue redevelopment project, revisions to City's claims handling policy, and various land use issues and cases.
- Drafted or reviewed a number of major contracts and leases for the City, including 12 interlocal cooperation agreements with other units of government, and contracts or other legal documents for 9 separate affordable housing projects.
- Drafted or reviewed a number of major ordinances for the City, including the sales and solicitations ordinance, overgrown vegetation ("weedy lot") code enforcement ordinance revisions, cell tower ordinance revisions, stormwater infrastructure repair ordinance, and a variety of other land use ordinance amendments.
- Developed a number of model agreements and forms to assist the City administration in the efficient delivery of services to the citizens of Durham.

- Provided legal representation to the City on more than 30 claims under the Risk Management program and as lead counsel or co-counsel on more than 45 court cases.
- Provided legal work for the Community Life Court City code enforcement initiative.
- Met FY 2003-2004 performance measurements for timely review of Council agenda items, and for carrying out a preventive legal review program.

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#### **DEPARTMENT INITIATIVES FOR FY 2004-05**

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Many of the initiatives for the upcoming fiscal year, such as the Barnes Avenue redevelopment project, 2004 Legislative program, City Code recodification project, "gainsharing"/managed competition project, proposed downtown events theatre, multi-modal transportation center project, Blue Devil Ventures (Liggett) downtown development project, Renaissance downtown development project, Woolworth project, cable television franchise renewal, legal work relating to implementation of the American Tobacco downtown development project, proposed new Civic Center management and catering agreements, proposed 2005 bond referendum and completion of the unified development ordinance, are continuing projects from FY 2003-2004. Most of the legal work of a law department is based on initiatives originating from the City Council and City administration. A general forecast of work for the upcoming year may reasonably be gleaned from the City Manager's work program and the initiatives and projects of the City Council as they occur during the course of the year. Many of those initiatives and items in the City Manager's work program are likely to require legal input and support, whether in the form of legal research and advice, drafting or review of documents, or representing the City's interests in litigation.